Previous references.

1902.

(Gen. Fin)

Gen Fin **File No.** 87 of 02

Serial Nos. 1–2

Later references.

Serial 3

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 1-2

Part B. for

SUBJECT.

Budget Estimates of the Stamp Department for 1903-04.

Sl 1 no — d 14.2.03 from (~~the Officer in charge of the State Treasury~~) the Supt. Stamp Manufactory. Submits the Budget Estimates of the Stamp Depot for 03-04

Sl. 2. H 1505 d 14.3.03. to the Supt. of Stamp Manufactories the Comptroller Sanctions the Budget Estimates provisionally—

OFFICE OF THE DEWAN OF MYSORE

REVENUE AND GENERAL, DEPARTMENTS.

Short Office Note.

One form may be used for more than one letter of the same file as long as there is space. The Office Note should be in black ink. Write only on side of this form.

* No. and date of letter, from whom, catch words to denote nature of Subject should be stated, in red ink.

***Subject**

Budget Estimates of the Stamp Superintendent's office for 1903-04

Docket dated 14th Feb 1903 from the Supdt of Stamps in Mys

Note

The estimates of receipts and disbursements of the Stamp Superintendent's office for 1903-04 a the same as for the previous ye viz, Rs 31,025 & Rs 2,448 respectiv

Submitted. ~~The secretary~~

17/2/03

The Dewan Peishkar

The Dewan

24/2

Stamps with others

17.2.03

20/2

Mis 192

26-2-03

Stamp Municipal

8795

22.3.03

7/3/03

Returned - There are no variations - 4

26/2/03

8-III-03

Mis 2401

8964
1903.

10 189

From P. Govindarajan Esq
THE SUPERINTENDENT OF STAMPS
IN MYSORE, BANGALORE.

To N. V. Ananthandayya Esq.
THE SECRETARY TO THE GOVT. OF ~~MYSORE~~,
H. H. the Maharaja's Home and
Revenue.

Dated 14th January, 1903

Despatched

Received R2885

General No.

No.

Enclosure No. One

Proposed Estimates
for the year 1903-1904.
with the usual

References to be marked

Read 17.2.03
Submitted with a note
17.2.03

DUE IN COMPTROLLER'S OFFICE—15TH FEBRUARY.

GOVERNMENT OF MYSORE

ESTIMATES

OF

RECEIPTS & EXPENDITURE

OF THE

Stamp Superintendent's Office.

FROM

1st July 1903 to 30th June 1904

---

warded to the Comptroller to the Government of Mysore on the 14 February 1903

Superintendent of Stamps, Mysore.

Date of receipt in Comptroller's Office—

Date of compilation—

NOTE.—Items of Receipts or Expenditure found wanting in the accompanying printed list, should be inserted in writing by heads of departments when preparing the estimates.

MGCPB—26-1-03—5

MEMO OF INSTRUCTIONS FOR THE PREPARATION OF THE BUDGET ESTIMATES.

Particular attention should be paid to the rules laid down in Chapter 10 of the Civil Account Code, Volume I, Article 155, and also to the following points:—

Estimated Revenue should be—

(1) For what is expected to be actually received during the year, including the arrears of past years.

(2) No net receipts to be entered, but the gross transactions in full.

(3) The estimate of receipts should not be merely an arithmetical average of three years' figures. The average is a guide, but it should not be taken absolutely.

(4) Every department should provide for the whole receipt with which it deals finally.

(5) As regards Land Revenue, Forests, Excise, Mohatarfa and Sayer receipts, the following details should be furnished in a separate statement to accompany the Budget Estimates:— .

A—Actuals of the Previous year.

(*a*) Arrears at the beginning of the year.
(*b*) Current year's demand.
(*c*) Total.
(*d*) Collections—
  (1) On account of the arrears of the past and previous years.
  (2) On account of the current year's demand.
(*e*) Total.

B—Current Year's Estimate.

(*a*) Arrears at the beginning of the year.
(*b*) Current year's demand.
(*c*) Total demand.
(*d*) Collections—
  (1) Actuals during the first eight months.
  (2) Estimated collections during the subsequent months.
  (3) Total collections.
(*e*) Probable balance at the end of the current year.

C—Estimatefor the Ensuing Year.

(*a*) Arrears at the begining of the year.
(*b*) Demand proper of the year.
(*c*) Total demand.
(*d*) Estimated collections—
  (1) On account of arrears.
  (2) On account of the year's demand.
  (3) Total of (1) and (2).

Estimated Disbursements should be —

(1) For what is expected to be actually paid (under proper sanction) during the year including the arrears of past years—not for the demand or the liabilities falling due within the year. In no case net charges to be entered, but the gross transactions in full.

(2) Full amount of the sanctioned scale should be shown.

(3) The columns of No. must be carefully filled in, and the rate of pay should be stated.

(4) The estimates for varying charges, such as contingencies, travelling allowance, and the like should be made by taking the average of three years' figures only as a guide, but not absolutely.

(5) No new charge to be entered that has not been sanctioned by competent authority. The No. and date of order sanctioning fresh charges included in the estimates for the first time, must invariably be quoted. New or additional charges proposed, which are not sanctioned by Government, will be disallowed by this office.

(6) Every department will provide for the whole charge with which it deals finally.

NOTES.

1. Full explanation for the variation in the estimates with previous year's estimate should be given opposite such items.

2. The districtwar details for the estimates of receipts and expenditure of the Forest, Excise, Registration, Judical, Police, Muzrai and Medical Departments, which are reviewed and consolidated by their respective heads of departments or controlling offices, may be prepared as heretofore separately in manuscript and attached to the printed form wherein the totals are given.

3. No supplemental estimates will be attended to by this office if not received by the end of March.

E. R. SUBRAYER,
Comptroller.

SUPERINTENDENT OF STAMPS.

ESTIMATES—Revenue and Receipts for the year ending 30th June 1904

	Proposed estimate for 1903 04	Sanctioned estimate for 1902-03	Difference: Increase	Difference: Decrease	Explanatory marks for crease or crease in estimates propos
VIII—STAMPS.					
~~of general stamp papers~~ ...					
~~of receipt bills or draft labels~~ ...					
~~of transfer labels~~ ...					
~~of foreign bills labels~~ ...					
of court-fee ~~labels~~ Stamp papers and labels Rs 50/—	16000	16000	✓	-	-
~~of special water marked paper for art purposes~~— ...					
y on unstamped and insufficiently amped document, &c. &c ...	15000	15000	✓	-	-
~~s and penalties levied by revenue d other Departments~~ ...					
r items ...	25	25	✓	-	-
Total VIII, Stamps ...	31025	31025	✓	-	-

Office of the
Superintendent of Stamps,
the 12 February 1903

B. Mukherjee
Superintendent of Stamps.

Statement Showing the numerical Strength of the Office of the Superintendent of Stamps, Mysore Government, Bangalore.

No	Designation	Pay		
1	Supervisor	50	5	60
1	Accountant	20	5	25
2	Counters at Rs 15/-	30	-	30
1	Daftari & Despatcher	10	2	12
1	Press-foreman	10	2	12
1	Pressman	10	-	10
2	Pressmen at Rs 8/-	16	-	16
2	Pressmen at Rs 7/-	14	-	14
11		160	19	179

Mysore Stamp Superintendent's Office Bangalore. 12th February 1903

Superintendent of Stamps M.G.

Read:

Budget Estimates of Receipts & Expenditure of the Stamp Superintendents' office for 1903-04 received from the Supdt of Stamps in Mysore with his docket dated 14th Feb 03

Order thereon:—

The estimates of receipts and expenditure which are the same as those for the previous year, viz, Rs 31,025 & Rs 2,448 respectively, are provisionally accepted.

Secretary
10/3/03

To
The Supdt of Stamps. in Mysore
" Comptroller, M.y.